

**BLM – Alaska Fire Service  
FY 2015 Safety and Occupational Health Action Plan**

Action Item Description	Target Due Date	Responsibility	Status or Accomplishments
Identify specific safety program funding needs, (including training for supervisors, employees and safety managers/CDSOs, awards, etc.) for State, District and Field offices in budget process.	2/20/15	Safety Manager/associated management	Waiting for funding and budget clarity
Ensure risk assessments (RA's) for medium to extremely high hazard projects have been completed for their unit.	04/01/15	Supervisors	
Encourage employees to participate in the AFS Safety Council/CDSO program and provide associated training.	Spring 15' meeting	Safety Manager/Supervisors	
Encourage attendance at non-mandatory safety training classes.	ongoing	Safety Manager/Supervisors	
Encourage participation in occupational health services, including hearing conservation program (audiograms).		All managers and supervisors	
Continuity of Operations (COOP) plan updated and distributed. Employees trained at the awareness level.	2/15/15	Lien/Mackey	
Ensure timely response to employees who have reported safety concerns.	ongoing	Supervisors/Safety Manager	
Ensure all employees have completed motor vehicle authorizations and defensive driving training.	09/30/15	Managers, supervisors, safety personnel	

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Conduct dosimetry (noise) exposure monitoring at appropriate locations and update AFS hearing conservation policy.	09/30/15	Safety Manager	
Employee/New Employee training and orientation complete.	ongoing	Supervisors/Safety Manager	
Occupant Emergency Plan (OEP) is updated and all personnel are trained.	2/15/15	Safety Manager/ Supervisors	Complete
Employee safety training logged in DOI Learn or other appropriate method.	As needed	Supervisors	

Employee's rights/responsibilities posters are displayed throughout AFS and field stations.	3/1/15	Safety Manager	Complete
Top 3 injury causing hazards are identified and shared with Management team and employees.	Quarterly	Safety Manager	

AFS field/out stations inspected. Reports issued to Field Manager, AFS Manager, State Safety Manager	Ongoing	Safety Manager/Hazmat Coordinator	
Vehicle safety inspections and maintenance performed monthly and appropriately documented.	Monthly	Transportation Supervisor	
Fire/field/project technical inspections are performed.	Ongoing	Safety Manager	

Written AFS safety award recognition program in place, employees informed.	3/6/15	Safety Manager, Supervisors	
Ensure employee's ergonomic issues are addressed and self evaluation checklists are available.	Ongoing		
SMIS being used to record all accidents.	Ongoing	Supervisors, Safety Manager	

Action item Description	Target Due Date	Responsibility	Status or Accomplishments
Onsite program management review (PMR) conducted State Safety Manager or National Preparedness Review Team	Ongoing	State Safety Manager/NIFC	
Safety program accomplishments reported and documented	Ongoing	Safety Manager	
Update/review HAZCOM/MSDS/SDS programs for field stations	Ongoing	Supervisors/ Hazmat Coordinator	

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AFS Manager

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AFS Safety Manager